



How menopause friendly is your organisation?

There are more people experiencing menopause at work than ever before. It's important that all employers put the right awareness, education and support in place.

This quick checklist highlights the best practice elements to think about:

<p>Is it clear how your organisation supports menopause at work?</p>	<p>It's not law to have a menopause policy but it's best practice to have accessible and well publicised information:</p> <ul style="list-style-type: none"> • Do you have either a menopause policy or guidance document, or is menopause included in another policy? • Have you reviewed your existing policies to ensure they include menopause e.g. flexible working, absence and sickness? 	<p>✓/✗</p> <input type="checkbox"/> <input type="checkbox"/>
<p>Do you have a culture where menopause can be talked about openly?</p>	<p>Talking about menopause openly supports an inclusive, diverse culture focused on equality, health, safety and performance. Do you:</p> <ul style="list-style-type: none"> • Have information about menopause on your intranet or other communications channels such as staff magazines? • Have colleague networks or a menopause network where employees can discuss menopause, either in person or online? • Promote menopause awareness in campaigns like National Women's Health Week (May) or World Menopause Day (Oct), or include menopause in your own wellbeing campaigns? • Have menopause awareness and education sessions for colleagues? 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<p>Do your managers and support teams have the right knowledge and skills to talk about menopause?</p>	<p>It's important that managers, HR and Occupational Health teams know:</p> <ul style="list-style-type: none"> • What menopause is, its symptoms and how they can affect a woman at work. • What changes or reasonable adjustments help a menopausal woman. • Your organisation's approach to supporting menopausal women. • How to have a supportive conversation about menopause. 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<p>Do you provide access to occupational health support?</p>	<ul style="list-style-type: none"> • Do your employees have access to occupational health support either directly or by referral? • Do you have an Employee Assistance Programme which supports menopause in the workplace? • Are they trained on menopause, how it can affect a woman at work and how to help? 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<p>Do your employees wear uniforms or have a dress code?</p>	<p>If a uniform or dress code is needed at work:</p> <ul style="list-style-type: none"> • Can they be adapted to manage hot flushes or cold sweats e.g. layering? • Can extra garments be ordered if needed? • Do you think about the fabric and fit when redesigning or updating new uniforms? 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<p>Do your workplace facilities support those experiencing menopause symptoms?</p>	<p>The work environment can sometimes make symptoms worse:</p> <ul style="list-style-type: none"> • Is it possible to adjust workplace temperature or provide desk fans? • Is there access to cold drinking water, washroom facilities and toilets in all workplace situations, including off site? • Could those who need to stand for a long period of time or are customer facing take an extra break or sit down? 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>